

# 2018 Annual Report & Fact Book

**DOVER/KENT COUNTY MPO**

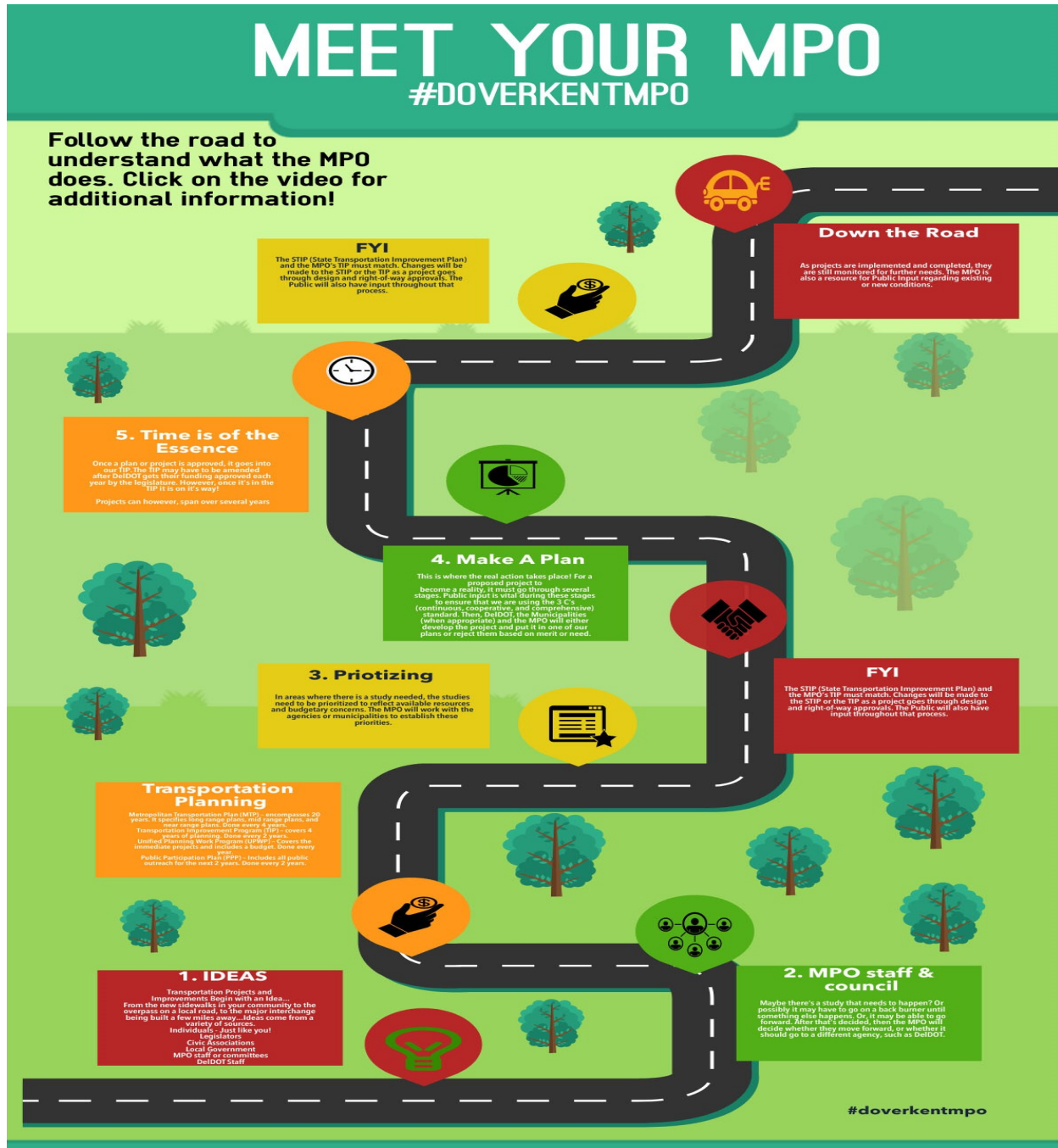


METROPOLITAN PLANNING ORGANIZATION



# What is an MPO?

The Dover/Kent County MPO is the federally-designated agency responsible for coordinating transportation planning and programming in Kent County, Delaware, including all of the cities of Milford and Smyrna. Plans and programs adopted by the MPO outline how federal transportation funds will be spent and must comply with federal laws governing clean air and transportation. You can find out more about the MPO and how you can use it as a resource by visiting [www.doverkentmpo.org](http://www.doverkentmpo.org) and clicking on our video vault. There you will find several short videos that describe the MPO!



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## ***A Letter From Our Executive Director...***

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2018 was another transformational year for the Dover/Kent County MPO. Regarding transportation studies, we drafted and advertised a five year strategic planning contract to enhance our procurement process with five consulting firms selected to support the MPO's transportation planning projects and studies. This contract streamlines our transportation study and implementation process while supporting our MPO partners with faster turnaround times regarding contractor support as exemplified by five contracts we implemented in 2018. We also strengthened our staff operations with the implementation of a new personnel policy; job responsibility re-distribution; and office reassignments. Staff operations also included the hiring of a part-time GIS Planner (Mike Ward) and a full time Outreach Manager (Helen Wiles), both of whom have upgraded our mapping and web page capacities with many enhancements. We also optimized our external relationships with DelDOT by adopting their performance measures for Safety (PM1 and PM3) and their performance measures for pavement and bridges (PM2). For more information on performance measures, please see our short video by Helen Wiles on our new web page. Lastly, our MPO sponsored a contest for a new Dover/Kent County MPO logo and the winning logo was approved by the MPO Council in November 2018.

Yes, 2018 was a formative year for us and I am amazed by our MPO staff's creativity in accomplishing the myriad of transportation policy issues each day. I am also very appreciative of our Public Advisory Committee (PAS), Technical Advisory Committee (TAC), and MPO Council. Without the support of these three reviewing and approval bodies, our MPO would be less effective in the transportation policy making field. Lastly, I look forward to working with all our partners and the public regarding transportation planning challenges facing our community into 2019.

Happy New Year!  
Reed Macmillan  
Executive Director, Dover/Kent MPO

## **TRANSPORTATION PLANS AND PROGRAMS**

Transportation plans and programs that the Dover/Kent County MPO develops are completed through a public process. During completion of each plan and program, the public can review the MPO's work and provide feedback to the planning process. Final products/reports are adopted after careful consideration of community comment. Public participation requirements prescribed by the federal government vary by document.

### ***The Metropolitan Transportation Plan (MTP)***

Every four years, the MPO must update and adopt a long-range Metropolitan Transportation Plan (MTP). The MTP is a strategic planning tool that provides MPO members, transportation providers, the public, and other affected groups and individuals with a blueprint to blend transportation, county and municipal land use plans, and Delaware's State Strategies for Policies and Spending plan. It provides a common vision for the future supported by goals, objectives, and a system assessment. The MTP vision also is supported by identification of future transportation needs, clearly defined fundamental strategies, actions, a budget and an implementation plan. The MTP includes short-range and long-range strategies and actions, and must span at least 20 years.

### ***Transportation Improvement Program (TIP)***

The Transportation Improvement Program (TIP) is a short-range plan that contains all federally-funded transportation projects addressing identified State, municipal and County goals. The TIP is a prioritized list of projects, including road, bike/pedestrian, bus and rail transportation that the Delaware Department of Transportation expects to undertake during a four-year period. TIP projects are identified in the MTP. The TIP is required to be done every three or four years, but can be done every year. Dover/Kent MPO usually does it every year.

### ***Unified Planning Work Program (UPWP)***

The Unified Planning Work Program (UPWP), or spending plan, identifies the planning activities that the MPO plans to accomplish during the fiscal year using Federal, State and local resources. It outlines responsibilities and procedures for carrying out the cooperative transportation planning process. The UPWP is the management tool for directing MPO staff activities annually.



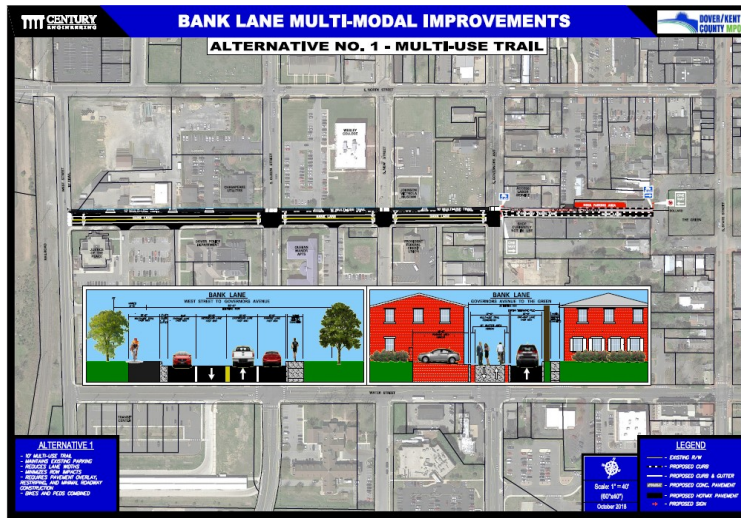


*The preparation of this document was financed in part with funds provided by the Federal Government, including the Federal Transit Administration, through the Joint Funding Simplification Program, and the Federal Highway Administration of the United States Department of Transportation.*

**FRONT COVER PHOTO BY: STEPHANIE SEEMAN**

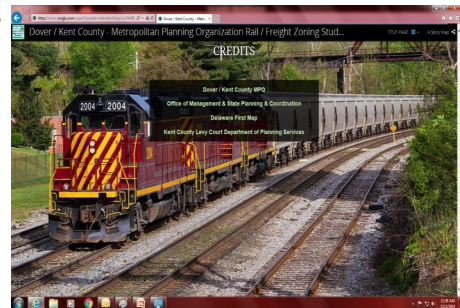
**BACK COVER PHOTO BY: KENT COUNTY TOURSIM**

## 2018 Studies by the MPO



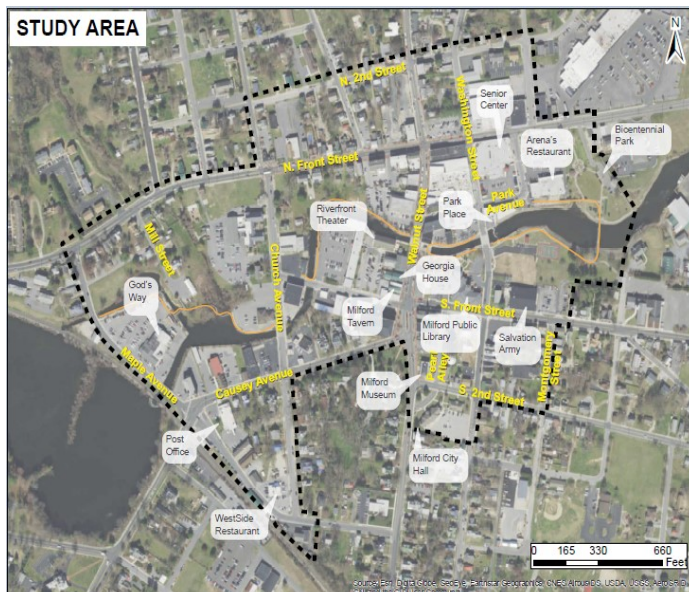
**Bank Lane Bike Feasibility Study-** This \$49,888.00 study was reviewed in our FY18 UPWP Amendment during the December 2017 PAC/TAC joint meeting and adopted by the MPO Council in January 2018. In June 2018 the MPO contracted with Century Engineering and the study was concluded in January 2019. The scope of the study looked at connecting the two halves of Greater Dover's bicycle facilities, including preferred options for bicycle facility identification. Century developed three different proposals for Bank Lane that are now being reviewed by interested parties, property and business owners and the City of Dover. A final report is anticipated by the end of January 2019.

**Dover/Kent County MPO Rail Freight Zoning Study-** The Dover/Kent County Metropolitan Planning Organization (D/KC MPO) conducted a Zoning Map study of land parcels adjacent to the active railroad lines in Kent County, Delaware. The study was performed using in-house staff at a cost of \$12,225.35 and took four months to complete, from August-November 2018. The purpose of the study was to create an inventory of properties with appropriate zoning suitable as future commercial, manufacturing, or industrial sites where Cargo Oriented Development (COD) could occur and which would promote and support economic growth that relies on freight rail transportation networks and facilities by maximizing access to freight terminals and nodes. MPO staff created a map highlighting all undeveloped/vacant, commercial, and industrial parcels having at least 500' of direct railroad frontage and having a width at least 200' within the one-mile boundary of the study area (1/2 mile each side of the rail line) along the entire active rail line in Kent County. The study also identified parcels at least 6 acres in size on both sides of the track in Kent County (including municipalities), and reviewed current and proposed commercial, manufacturing, or industrial zoning. The study also includes applicable State, County, and Municipal Comprehensive Plan language regarding



ing Rail  
Freight  
future

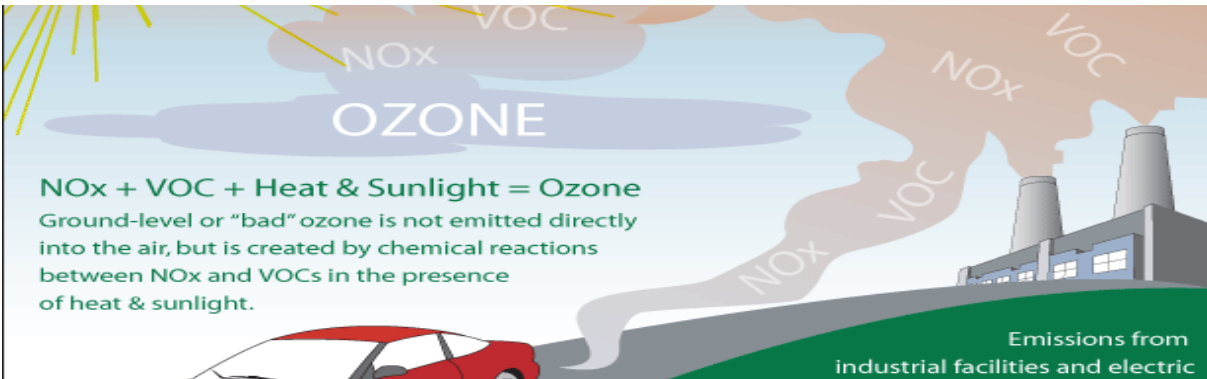
use and Recommendations (such as future Rail Freight studies; multi-modal mobility hubs; etc...).



**City of Milford Parking Study-** At the request of the City of Milford, the MPO contracted with Whitman, Requart & Associates (WRA) to perform the study at a cost of \$47,000.00. The study began in May 2018 and concluded in December 2018. The purpose of the parking study of the central business district in downtown Milford was to determine if the allocation and number of public parking spaces for merchants and their customers is adequate. The study analyzed parking supply and demand and included weekday/weekend and daytime/nighttime comparisons. The study also evaluated potential improvements such as lot reconfiguration,

addition of on-street parking, traffic reconfigurations and effective signage for available parking. WRA also included analysis of future funding for parking improvements, the need for any future parking structures, and potential parking structure locations.





**Dover/Kent County Air Quality Conformity Analysis Report-** In September 2018, the Dover/Kent County MPO hired WRA to perform an Air Quality Conformity Analysis Report on three projects within the Transportation Improvement Program (TIP) that were considered as being "Regionally Significant." The \$29,100.00 study, ran from October 2018 through January 2019, and is the result of current litigation action between the Environment Protective Agency (EPA) and an environmental group. Due to court decisions, the D/KC MPO, along with 84 other MPOs, must document compliance with the 1997 8-Hour Ozone Standard for projects considered as regionally significant. The WRA report documents the analysis of Air Quality implications of the D/KC MPO 2019-2022 TIP and 2040 MTP. This document demonstrates the transportation conformity of the Dover/Kent MPO's 2019-2022 TIP and 2040 MTP under the 8-hour ozone and NAAQS. Although Kent County has never been designated as non-attainment area for PM<sub>2.5</sub>, the PM<sub>2.5</sub> emission analysis is included in this report to demonstrate that Kent County is in compliance with the 1997 standards.

**Delaware State University (DSU) Pedestrian Counts Study-** In November 2018, the MPO contracted with Century Engineering to perform a pedestrian count study at a cost of \$19,900.00. This study, which began in November 2018 and concluded in December 2018, is a follow-up study from the original 2014 DSU Pedestrian Count Study. This study update looked at nine (9) intersections to determine the number of pedestrians and their patterns of movement at those intersections. The counts were completed on a typical weekday and on a Saturday during a DSU home football game. The results of the follow-up study will include a traffic count summary report; a summary of pedestrian-classification count data; previous years' counts; location narrative and recommendations; and an overall conclusion for the study area.



**Studies considered in 2018 but not followed to completion:**

**Town of Wyoming Two-Way Street Conversion into One-Way Streets Feasibility Study-** The Town of Wyoming is currently updating their Comprehensive Plan and considering existing road configurations. The purpose of this study was to determine the feasibility of converting two existing local neighborhood roads from two-way into one-way roads. North Drive is being proposed to a conversion from two-way to a one-way traffic flow from east to west. South Drive is also a currently designated two-way flow, being proposed from a one-way traffic flow from west to east. Both streets are approximately 392 feet in length, vary in paved width from 15 to 17 feet, and are maintained by the Town of Wyoming. The MPO drafted the scope of work and received two estimates from Century Engineering (**\$49,930.00 and then a revised estimate of \$22,086.00**). **The Town opted to work through DeDOT for assistance in this study and the MPO's involvement was no longer required.**

**2018 Milford Commercial Truck Freight Traffic Study-** The City of Milford asked the MPO to conduct a Commercial Truck Freight Traffic Study to assess intersection geometry and determine where turning movements should be restricted. The study would build upon the June 2017 NE/NW & SW Front Streets Turning Radius Evaluation report and December 2017 Alternate Truck Routes Map, and would require a consulting firm that specializes in commercial truck traffic studies and analysis. The original Scope Of Work included 6 tasks and a cost estimate of \$80,040.50 (or \$13,340.08 per task). The revised SOW included 4 tasks and a cost estimate of \$49,926.00 or \$12,481.50 per task. Due to limited financial resources, the City of Milford decided not to pursue this study and the MPO discontinued work on this project.

# Transportation Facts For Kent County

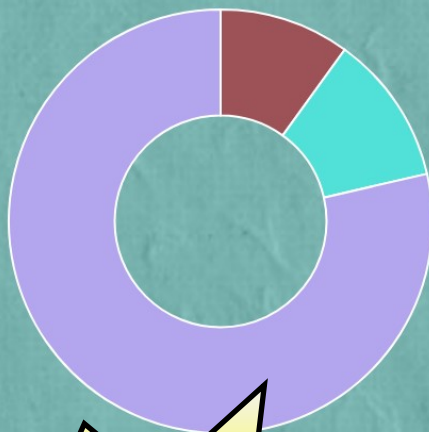


Number of Accidents  
Per 100,000 Cars in Delaware

	# of Fatalities	13.40
	# of Vehicles	18.10
	# of Drunk Persons Involved	4.70
	# of Total People Involved	29.20
	# of Pedestrians	5.50



66% of folks who ride bikes in Kent County do it for pleasure or exercise. \*



How do Most People in Kent County  
Get to Work. \*\*

- Drove a car alone: 57,039 (82.3%)
  - Carpooled: 6,650 (9.6%)
- Bus or trolley bus: 640 (0.9%)
- Taxicab, motorcycle, or other means: 490 (0.7%)
  - Bicycle: 208 (0.3%)
  - Walked: 1,168 (1.7%)
- Worked at home: 3,063 (4.4%)

Kent County has 7  
working airports!

\* From Dover Kent MPO State Fair Study, July 2018  
\*\* From city-data.com



# FY19 Budget

Approved (12/6/18) FY19 UPWP Amendment Funding									
		80% Federal Funds			20% Match				
	% of Staff Effort	FHWA	FTA	Total Federal	DeIDOT (cash)	FHWA State Reimbursable Toll Credit	FTA State Reimbursable Toll Credit	Total Match	Total Project (Column E + Column I)
Project									
8 Digit Percentages		0.64871357	0.15117144	0.79988501	0.11944375	0.06453699	0.01613425	0.20011499	100%
19-01 Program Management &	36.0%	\$129,981.96	\$30,290.04	\$160,272.00	\$23,932.80	\$12,931.20	\$3,232.80	\$40,096.80	\$200,368.80
19-02 Prepare the UPWP	2.0%	\$7,221.22	\$1,682.78	\$8,904.00	\$1,329.60	\$718.40	\$179.60	\$2,227.60	\$11,131.60
19-03 Public Outreach	13.0%	\$46,937.93	\$10,938.07	\$57,876.00	\$8,642.40	\$4,669.60	\$1,167.40	\$14,479.40	\$72,355.40
19-04 Prepare the TIP	2.0%	\$7,221.22	\$1,682.78	\$8,904.00	\$1,329.60	\$718.40	\$179.60	\$2,227.60	\$11,131.60
19-05 Data Management	6.0%	\$21,663.66	\$5,048.34	\$26,712.00	\$3,988.80	\$2,155.20	\$538.80	\$6,682.80	\$33,394.80
19-06 Trainings, Education and	4.0%	\$14,442.44	\$3,365.56	\$17,808.00	\$2,659.20	\$1,436.80	\$359.20	\$4,455.20	\$22,263.20
19-07 Update MTP	2.0%	\$7,221.22	\$1,682.78	\$8,904.00	\$1,329.60	\$718.40	\$179.60	\$2,227.60	\$11,131.60
19-08 Transportation Planning Projects	35.0%	\$126,371.35	\$29,448.65	\$155,820.00	\$23,268.00	\$12,572.00	\$3,143.00	\$38,983.00	\$194,803.00
Total	100.0%	\$361,061.00	\$84,139.00	\$445,200.00	\$66,480.00	\$35,920.00	\$8,980.00	\$111,380.00	\$556,580.00

# Outreach

The MPO redefined its outreach initiatives earlier this year. The new program is very technology-based, using social media, the website, video production, etc. It is also taking a grass-roots approach to community involvement by using "pop-up" outreach, on-location surveys, and public speaking to civic organizations. The MPO has embraced the idea of videos. The "video vault", or the MPO YouTube page has been viewed almost 1000 times. The MPO also had a total redesign of their website and launched a new logo this year.



**WEBSITE:** [www.doverkentmpo.org](http://www.doverkentmpo.org) – Our website is now very interactive, fun, and with tons of information. Visit there to find out about all sorts of things from projects and plans, to surveys, to our latest videos!

**MONTHLY NEWSLETTER:** You can sign up to receive our monthly newsletter on our website.

**INTERACTIVE MAPS:** More and more maps are coming every day. Each map tells a story about your area and what is going on with infrastructure and transportation planning. You will find a button to lead you to our interactive maps on our website.

**SOCIAL MEDIA:** We are very active on virtually all of the social media channels. From LinkedIn to Facebook, from Instagram to Snapchat. Twitter, Tumblr and Reddit...we even have a Pinterest page! Just go to your favorite social media channel and search for Doverkentmpo and follow us for lots of great information!



**PUBLIC MEETINGS:** All of our meetings are open to the public and you are invited to attend to hear what is happening, or to voice any concerns. You can find a schedule on our website.

**CIVIC ORGANIZATIONS:** If you are part of a civic organization and want a speaker for an upcoming meeting, give us a call at 302-387-6026 to schedule a speaker.

**CATCH US OUT AND ABOUT:** You may see us out and about at a community event, or just on the street. If you see us, stop and chat! We would love to hear from you.



## Performance Measures

The Safety Performance Management Measures regulation supports the Highway Safety Improvement Program (HSIP) and requires State Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs) to set HSIP targets for 5 safety performance measures. This document highlights the requirements specific to MPOs and provides a comparison of MPO and State DOT responsibilities. Below is a graphic featuring the 5 measures and the Kent County numbers for the past 5 years.

Safety Performance Measures	
# of Fatalities	120.2
Rate of Fatalities Per 100 Million vehicle miles	1.208
Number of Serious Injuries	578.6
Rate of Serious Injuries Per 100 Million vehicle miles	5.882
Combined Number of Non-Motorized Fatalities And Serious Injuries	94.2

### What You Can Do to Help Achieve Performance Measures:

- 1) **Be a Smart Pedestrian—Don't walk at night in dark clothes, use a light, always cross at the light or use a crosswalk. Never walk impaired.**
- 2) **Be a courteous Cyclist—Obey traffic laws. Don't dart in between cars with a bike. Use established bike lanes.**
- 3) **Be a Wise Driver—Don't text and drive. Keep your hands on the wheel and your eyes on the road. Never drink and drive. Remain vigilant behind the wheel. Keep a lookout for pedestrians and bikes. Always obey traffic laws.**

## Air Quality


The MPO works with community leaders, businesses, residents, transportation organizations, health advocacy groups and local governments. The goals are to: Educate our friends and neighbors about local transportation and air pollution issues and how they are related Encourage individual choices that can help reduce air pollution and traffic congestion On the national level, the Federal Highway Administration and the Federal Transit Administration of the U.S. Department of Transportation, and the EPA's Office of Mobile Sources have identified this issue as a priority. They are addressing it in a number of ways, from building a national coalition and partnering with local community organizations, to developing materials that support positive, voluntary actions related to transportation and air quality.



### What You Can Do To Improve Air Quality

- 1) Skip Mowing the Lawn on Hot Days
- 2) Don't Fill Up Until the Sun Goes Down
- 3) Ride Your Bike or Walk Short Distances Instead of Driving a Car
- 4) Keep Your Car Well Maintained
- 5) Carpool When You Can
- 6) On Bad Quality Days, Stay Inside!





### **MPO COUNCIL**

Robin R. Christiansen, Mayor, City of Dover  
Michael Petit de Mange, for Brooks Banta, President, Levy Court of Kent County  
Terry Pepper, for John Carney, Governor of Delaware  
Drew Boyce, for Jennifer Cohan, Secretary, Delaware Department of Transportation  
John Sisson, Executive Director, Delaware Transit Corporation  
Anthony Moyer, Mayor, City of Harrington, Representative of Kent County Municipalities

### **TAC**

Jolyon Shelton, Delaware Department of Natural Resources and Environmental Control  
David Edgell, Delaware Office of Statewide Planning Coordination  
David Hugg, Director, City of Dover Department of Planning and Inspections  
Nathan Attard, Delaware Department of Transportation  
Milton Melendez, Delaware Department of Agriculture  
Patty Cannon, Delaware Division of Small Business  
Kris Connelly, Kent County Planning Department  
Catherine Smith, Delaware Transit Corporation  
Sharon Duca, City of Dover Public Works  
Tim Riley, Kent Conservation District  
Matthew Jordan, Dover Air Force Base  
Aaron Chaffinch, Town of Camden  
George DiBenedictis, Town of Smyrna  
Rob Pierce, City of Milford

### **PAC**

#### **City of Dover Appointees**

Jonathan Contant  
Karen McGloughlin  
*(There is one vacant position)*  
Albert W. Holmes – alternate-at-large

#### **State Appointees (DelDOT, DTC, Governor's Office)**

Dr. Phyllis Collins  
Shane Breakie  
Michael Gumrot  
Tracey M. Miller

#### **Kent County Appointees**

Dr. Carolyn Cohee  
Jayce Lesniewski  
Bruce Snow  
Jesse Spampinato  
Chris Asay

*(There is one vacant position)*

#### **Municipal Appointee (City of Harrington)**

Lawrence Smith

### **MPO STAFF**

Executive Director: D. Reed Macmillan  
Executive Asst: Catherine Samardza  
Principal Planner: James Galvin  
Outreach Manager: Helen Wiles  
GIS/Mapping: Mike Ward  
Administrative Assistant: Darien Sawicki